

**EXHIBIT MM TO THE JUNE 26, 2008
DECLARATION OF GREGORY I. RASIN, ESQ.**

Candidate File

Page 1 of 11

Terry-Coutrier, Linda (562199)

HIRED

Application 05000002M7 - Administrative Assistant

Step Hire Medium Online Recruiter A. Valerio

Status Hired - External Hire Source CareerBuilder.com Hiring Manager J. HELD

Application Date 2005/09/05

General Information

Prescreening

Disqualification Questions for: Administrative Assistant

Questions

There are no job-specific questions to display.

Result

Skills for: Administrative Assistant

Skills	Proficiency	Experience	Last Used	Interest	Required	Asset	Result
1. Schedule and confirm appointments	Expert	5 years or +	Current	Medium	Met		0 / 0
2. Microsoft Word	Expert	5 years or +	Current	High	Met		0 / 0
3. Microsoft Excel	Advanced	5 years or +	Current	High	Met		0 / 0
4. Microsoft PowerPoint	Expert -	5 years or +	Current	High	Met		0 / 0
5. Microsoft Outlook	Advanced	5 years or +	Current	High	Met		0 / 0
6. Project management	Advanced	3-5 years	Current	High	Met		0 / 0

Questions for: Administrative Assistant

Questions

1. Please indicate your highest level of education

Required Asset Result

Type: Single Answer

Answer | Possible Answers

HS Diploma

▶ Associates Degree

Bachelor's Degree

Master's Degree

Doctorate

None of the above

Met

Not Met

Not Met

0 / 0

0 / 0

0 / 0

0 / 0

0 / 0

0 / 0

Result for Question:

0 / 0

2. Please indicate the systems in which you are proficient. Please select all that apply. (Multiple Answer Question)

Type: Multiple Answers

Answer | Possible Answers

▶ Microsoft Access

▶ Microsoft Excel

▶ Microsoft Word

Goldmine

CORE

▶ Microsoft PowerPoint

None of the above.

Met

Met

Met

Not Met

Not Met

Met

Met

0 / 0

0 / 0

0 / 0

0 / 0

0 / 0

0 / 0

0 / 0

Result for Question:

0 / 0

3. Please indicate the number of years of work experience you have as an administrative assistance in the financial services industry. (Single Answer Question)

Type: Single Answer

Answer | Possible Answers

None

Less than 1 Year

1 - 2 Years

0 / 0

0 / 0

0 / 0

Candidate File

Page 3 of 11

Profile

Information provided by the candidate on October 28, 2005.

Application Medium

How did we learn about this candidate?

Source Tracking

Source Type

Source

Event

Check here if you would like to receive notifications by email on career opportunities matching this profile.

Basic Profile

Job	Administrative Support
	Human Resources
Location	United States
	New York
	New York
Organization	Corporate
	Information and Media Services
	Aviation Week Group
	Standard & Poor's Segment Operations Segment Operations EXECUTIVE SEGMENT CLIENT SERVICES

Job Level

Schedule

Education

Employee Status

Shift

Advance Notice

Job Type

Min. Ann. Salary

Travel

Date of Availability

Profiler Questionnaire

Disqualification Questions

Questions

No questions are associated to the general profile of this candidate.

Result

Skills

Skills

No skills are associated to the general profile of this candidate.

Proficiency

Experience

Last Used

Interest

Questions

Questions

I confirm that my answers to questions in this on-line submission are complete and accurate and that The McGraw-Hill Companies may rely on my answers. Permission is granted to The McGraw-Hill Companies to verify all statements in this employment application. I

Candidate File

Page 4 of 11

understand that an offer of employment is contingent upon the completion of satisfactory reference and background checks, including from my present employer, but that my present employer will ordinarily not be contacted without my permission until after I accept an offer of employment with The McGraw-Hill Companies.

Type: Single Answer

Answer | Possible Answers

I agree

I disagree

2. Have you ever been convicted of a crime?

Type: Single Answer

Answer | Possible Answers

Yes

No

3. Your employment is contingent upon your ability to demonstrate to The McGraw-Hill Companies satisfaction that any restrictions that may be imposed by agreements with prior employers or otherwise have been waived, have expired, or otherwise do not interfere with your ability to work for The McGraw-Hill Companies.

Are you at present bound by a non-competition or non-disclosure agreement or any other comparable agreement or understanding with any prior employer?

Type: Single Answer

Answer | Possible Answers

Yes

No

4. Have you ever been employed by The McGraw-Hill Companies?

Type: Single Answer

Answer | Possible Answers

Yes

No

5. If you have been employed by The McGraw-Hill Companies, please provide the following information:

- locations and dates of employment
- department and/or business unit
- last job title
- last supervisor's name

Type: Text Answer

Answer

6. Have you previously interviewed for employment at The McGraw-Hill Companies?

Type: Single Answer

Answer | Possible Answers

Yes

No

7. Can you, within three days of employment, submit verification of both your identity and your authorization to work in the U.S. pursuant to the U.S. Immigration Reform and Control Act of 1986?

Type: Single Answer

Answer | Possible Answers

▶ Yes

No

8. If you are in VISA status, are you:

Type: Single Answer

Answer | Possible Answers

F-1

J-1

H-1B

Other VISA status

Candidate File

Page 5 of 11

▶ Not applicable

Regulations

U.S. Equal Employment Opportunity / Affirmative Action Information

The information already provided has been hidden for confidentiality reasons.

- Information provided by recruiters appears as "Not Specified" for confidentiality reasons but can be modified if necessary.
- Information provided by the candidate cannot be modified by recruiters.

Race/Ethnic Identification

The information under this heading has been provided by the candidate

Gender

The information under this heading has been provided by the candidate

Vietnam Era Veterans and Other Veterans

The information under this heading has been provided by the candidate

Special Disabled Veterans

The information under this heading has been provided by the candidate

Persons with Disabilities

Do you consider yourself a person with a disability?

The information under this heading has not been provided.

Tracking

Date & Time	Events	Details	Comments	By
2005/11/21 11:21 AM	Correspondence sent	S&P - (O) Offer Letter - Non-Guild w/o Bonus or Relo - Standard & Poor's		Ann Marie Valerio
2005/11/10 11:29 AM	Hired	Letter of Offer - REVISED Start Date: 2005/11/28		Ann Marie Valerio
2005/11/10 11:29 AM	Status changed to Hired - External Hire In step Hire		change in start date, delay in background check completion process.	Ann Marie Valerio
2005/11/10 11:26 AM	Revert		change in start date	Ann Marie Valerio
2005/11/09 1:16 PM	Hired	Start Date: 2005/11/21		Ann Marie Valerio
2005/11/09 1:16 PM	Status changed to Hired - External Hire In step Hire			Ann Marie Valerio
2005/11/09 1:16 PM	Moved to step Hire			Ann Marie Valerio
2005/11/09 1:16 PM	Status changed to Hire In Progress In step Hire			Ann Marie Valerio
2005/11/09 1:16 PM	Status changed to New Hire Data Received in step			Ann Marie Valerio
2005/11/09 1:16 PM	New Hire Onboarding Self-Service			Ann Marie Valerio
2005/11/09 1:16 PM	Moved to step New Hire Onboarding Self-Service			Ann Marie Valerio
2005/11/09 1:16 PM	Status changed to Invite Sent in step New Hire Onboarding Self-Service			Ann Marie Valerio
2005/11/09 1:16 PM	Status changed to Completed in step Update Requisition & Candidate Record			Ann Marie Valerio
2005/11/09 1:16 PM	Status changed to Update Applicant Record/Requisition in step Update Requisition & Candidate Record			Ann Marie Valerio

Candidate File

Page 6 of 11

2005/11/09 1:14 PM	Status changed to Completed in step Update Requisition & Candidate Record			Ann Marie Valerio
2005/11/09 1:14 PM	Moved to step Update Requisition & Candidate Record			Ann Marie Valerio
2005/11/09 1:14 PM	Status changed to Update Applicant Record/Requisition in step Update Requisition & Candidate Record			Ann Marie Valerio
2005/11/09 1:14 PM	Status changed to Completed in step Background Check			Ann Marie Valerio
2005/11/04 3:58 PM	Status changed to Pending in step Background Check	Order Confirmation		Integration
2005/10/29 2:06 PM	Moved to step Background Check			Integration
2005/10/29 2:06 PM	Status changed to Requested in step Background Check			Ann Marie Valerio
2005/10/28 3:45 PM	Application updated	McGraw-Hill External (USA and Canada) (External) EEO (USA) Information entered		Ann Marie Valerio
2005/10/28 3:44 PM	Regulations - Initial entry			Candidate or agent
2005/10/28 2:56 PM	Offer 1 - Start Date Updated	Modified from 2005/11/21 (Tentative) to 2005/11/21		Candidate or agent
2005/10/28 2:56 PM	Offer 1 - Accepted	Event Date: 2005/10/28 2:55 PM	offer accepted and start date confirmed.	Ann Marie Valerio
2005/10/28 2:55 PM	Offer 1 - Extended (Verbally)	Event Date: 2005/10/28 2:55 PM	verbal extended offer and offer was accepted.	Ann Marie Valerio
2005/10/28 2:50 PM	Correspondence sent	S&P - (O) On-Boarding - (O) S&P On-Boarding		Ann Marie Valerio
2005/10/28 2:49 PM	Correspondence sent	Background Consent - Offer Contingency - Background Check Consent		Ann Marie Valerio
2005/10/28 2:46 PM	Correspondence sent	S&P - (O) Offer Letter - Non-Guild w/o Bonus or Rele - Standard & Poor's Letter of Offer		Ann Marie Valerio
2005/10/28 2:42 PM	Offer 1 - Expiration Date Updated	Modified from Not Specified to 2005/10/28		Ann Marie Valerio
2005/10/28 2:40 PM	Offer 1 - Approved		e-mail approval from Joe Held on 10/28/05	Ann Marie Valerio
2005/10/28 2:40 PM	Offer 1 - Approval Request Submitted	Approval Path: Ann Marie Valerio	verbal approval from Joe Held on 10/27/05	Ann Marie Valerio
2005/10/28 2:39 PM	Moved to step Offer			Ann Marie Valerio
2005/10/28 2:39 PM	Offer 1 - Created			Ann Marie Valerio
2005/10/28 2:37 PM	Moved to step Contingency			Ann Marie Valerio
2005/10/28 2:37 PM	Status changed to Testing Initiated in step Contingency			Ann Marie Valerio
2005/10/28 2:37 PM	Status changed to Meets criteria in step 3rd Interview			Ann Marie Valerio
2005/10/28 2:37 PM	Status changed to Assessment Completed in step 3rd Interview			Ann Marie Valerio
2005/10/28 1:49 PM	Moved to step 3rd Interview			Ann Marie Valerio
2005/10/28 1:49 PM	Status changed to Meets criteria in step 3rd Interview			Ann Marie Valerio
2005/10/28 1:49 PM	Status changed to Meets criteria in step 2nd Interview			Ann Marie Valerio
2005/10/28 1:48 PM	Revert		Internal declined offer.	Ann Marie Valerio
2005/10/26 2:21 PM	Status changed to Rejected (select motive below) in step 2nd Interview	Internal Applicant was selected		Ann Marie Valerio
2005/10/26 2:21 PM	Moved to step 2nd Interview		2nd round held on 10/19/05 w/Joe Held	Ann Marie Valerio

<https://mh.recruitsoft.com/servlets/art.product.recruiterwebtop.MainOperatorServlet>

2/10/2006

D00991

Candidate File

Page 7 of 11

2005/10/26 2:21 PM	Status changed to Scheduled in step 2nd Interview		Ann Marie Valerio
2005/10/26 2:20 PM	Status changed to Meets criteria in step 1st Interview		Ann Marie Valerio
2005/10/26 2:20 PM	Moved to step 1st Interview		Ann Marie Valerio
2005/10/26 2:20 PM	Status changed to Scheduled in step 1st Interview		Ann Marie Valerio
2005/09/25 4:59 PM	Status changed to Meets criteria in step Screening Candidate shared	The information on this candidate has been shared with: annmarie_valerio@sandp.com	Ann Marie Valerio
2005/09/25 4:57 PM	Moved to step Screening		Ann Marie Valerio
2005/09/25 4:57 PM	Status changed to Candidate reviewed in step Screening	will share resume with Maria K for feedback.	Ann Marie Valerio
2005/09/25 4:57 PM	Moved to step Reviewed		Ann Marie Valerio
2005/09/25 4:57 PM	Status changed to Has all the "Required" Criteria in step Reviewed		Ann Marie Valerio
2005/09/17 7:20 AM	Application updated	McGraw-Hill External (USA and Canada) (External)	Candidate or agent
2005/09/17 7:20 AM	Pasted resume - Updated	Pasted resume before change	Candidate or agent
2005/09/17 7:20 AM	Cover letter - Updated	Cover letter before change	Candidate or agent
2005/09/17 7:20 AM	Work experience - Updated	Office Manager; IVI International, Inc; 2002/4 - 2002/12 Work experience before change	Candidate or agent
2005/09/17 7:20 AM	Work experience - Updated	Sr. Bus Support Analyst/Sr. Research Asst.; Goldman Sachs Group; 1996/5 - 2001/11 Work experience before change	Candidate or agent
2005/09/17 7:20 AM	Work experience - Updated	Executive Assistant; Par Pharmaceutical, Inc; 2002/12 - Present Date Work experience before change	Candidate or agent
2005/09/10 6:30 PM	Application updated	McGraw-Hill External (USA and Canada) (External)	Candidate or agent
2005/09/10 6:29 PM	Pasted resume - Updated	Pasted resume before change	Candidate or agent
2005/09/10 6:29 PM	Work experience - Updated	Executive Assistant; Par Pharmaceutical, Inc; 2002/12 - (Not Specified) Work experience before change	Candidate or agent
2005/09/05 10:38 AM	Correspondence sent	Application Acknowledgement, Job-Specific - Administrative Assistant (JH)-05000002M7 at STANDARD & POOR'S	System
2005/09/05 10:35 AM	Work experience - Updated	Office Manager; IVI International, Inc; 2002/4 - 2002/12 Work experience before change	Candidate or agent
2005/09/05 10:35 AM	Work experience - Updated	Systems/Technology; Goldman Sachs Group; 1996/5 - 2001/11 Work experience before change	Candidate or agent
2005/09/05 10:35 AM	Work experience - Updated	Executive Assistant; Par Pharmaceutical, Inc; 2002/12 - (Not Specified) Work experience before change	Candidate or agent
2005/09/05 10:35 AM	Education - Updated	Information Systems; Fordham University; 1996/9 - 2006/12 Education before change	Candidate or agent
2005/09/05 10:29 AM	Applied online	McGraw-Hill External (USA and Canada) (External) Application is complete	Candidate or agent

Resume

Candidate Personal Information

<https://mh.recruitsoft.com/servlets/art.product.recruiterwebtop.MainOperatorServlet>

2/10/2006

D00992

Candidate File

Page 8 of 11

Terry-Coubler, Linda (562199)

Employee Number

Not Applicable

Social Security Number

Not Specified

Date of Birth

Not Specified

Address

4301 Whispering Hills
Chester, New York
United States, 10918-
1573

Home Phone Number

845-469-5681

Work Phone Number

Not Specified

Cellular Number

917-833-
4577

Pager Number

Not Specified

Fax Number

Not Specified

Region

US>NY>Newburgh

Email Address

elteecand@yahoo.com

Web Page Address

<https://sterlingtesting.com/webdirect2/Results/Report/OrderTrack.asp?ON=3062016>

Is this candidate a "top" candidate?

Not Specified

1st round interview status (ADP/MBA)

Not Specified

Current or Last Annual Base Salary

\$56,000.00

Attached Files

Name	Date	Size	Comment
Resume 08-27-05.doc	2005/09/05	55 KB	This file includes a resume from which basic candidate information has been extracted.

Education

Information Systems

Education Level

Associate's Degree/College Diploma

Institution

Fordham University

GPA

Not Specified

Achievements/Special Honors/Affiliations

Not Specified

From 1996/9 to 2006/12

Work Experience

Executive Assistant

Employer

Par Pharmaceutical, Inc

Supervisor's Name

Not Specified

Supervisor's Phone Number

Not Specified

Achievements

Executive Assistant to Chief Information Officer/IS Project Coordinator

Provide administrative support to the Vice President while assisting with the daily management of the division's capital and expense budgets. Arrange both on/off-site reservations with meals and audio-visual needs for training and information symposiums. Responsible for vendor/contractor relations for hardware/software maintenance, licenses, and wireless telecommunications services. Coordinate Sarbanes-Oxley initiatives with the Chief Financial Officer's staff. Attend and publish the weekly minutes from the Project Management office and BP1 meetings. Inform the PMO of any potential "show stoppers" for active capital projects. Achievements:

- ☐ Promoted to Executive Assistant/IS Project Coordinator after demonstrating leadership and project management skills.
- ☐ Trained approximately 50 new employees on the ERP application since its go live July 4, 2004.
- ☐ Assigned as the business owner of the Blackberry Enterprise Server, responsible for Level 2 and Level 3-user support and training.
- ☐ Continuously seeking cost-saving business solutions for wireless devices and consulting services.
- ☐ Creator of the report and database tracking capital spending for all active projects.
- ☐ Creator, editor, and printer of the company's newsletter.

Professional Certifications

Professional Associations

Candidate File

Page 9 of 11

Not Specified

Not Specified

From 2002/12 to Present Date

Office Manager

Employer

IVI International, Inc.

Supervisor's Name

Not Specified

Supervisor's Phone Number

Not Specified

Achievements

Office Manager

Provided administrative support to the company principals. Supervised the administrative, mailroom and reception staff while coordinating all Payroll and vendor payments. Maintained the office facilities, supplies, security, telephone and voicemail systems, office hardware, and company-wide databases. Supervised all administrative, reception and research staff, ensuring the timely delivery of property reports to clients. Coordinated the travel arrangements, certification course schedules and other training for company principals and project managers. Achievements:

☐ Instructed the administrative staff on the advanced functionality of MS Word and Acrobat.

Professional Certifications

Not Specified

Professional Associations

Not Specified

From 2002/4 to 2002/12

Sr. Bus Support Analyst/Sr. Research Asst.

Employer

Goldman Sachs Group

Supervisor's Name

Not Specified

Supervisor's Phone Number

Not Specified

Achievements

From August, 1999 to November, 2001, as a Senior Business Support Analyst, resolved client connectivity issues and updated staff/client user profiles on the website databases, and reset passwords as required. Fielded staff and client requests to the Helpdesk to higher-level technical staff for resolution. Researched staff and client queries regarding website products and functions, and also provided the status of new access requests. Monitored the queue for new client account requests and researched division management approvals for access for new accounts. Audited the market data service costs monthly, distributing the results to senior management. From May 1996 to August 1999, as a Senior Research Assistant, provided administrative support to sector vice presidents. Assisted in the preparation of documentation, site selection, and scheduling of client field trips. In addition to submitting stock updates daily via First Call, assisting in compiling stock market indices based on daily market activity and monthly sales results for publication of the company's "Rediff Monthly Monitor". Achievements:

☐ Commenced and completed the first audit of all market data services, resulting in immediate savings of \$324,000.

☐ Contributed to the most successful client field trips and events sponsored by the New York Equities Research division.

Professional Certifications

Not Specified

Professional Associations

Not Specified

From 1996/5 to 2001/11

Additional Information

No information available

Pasted Cover Letter

I am submitting my resume in consideration of the Administrative Assistant position you have listed as available.

In my current position, in addition to managing the Capital Projects budget, I am responsible for setting up department/company meetings and publishing the minutes from those meetings to all participants. I am also responsible for assisting with the compilation of presentations in Powerpoint, and also binding hardcopies of the prepared presentations. I resolve all billing disputes with the vendors and act as the liaison between the Finance and Information Systems divisions regarding documentation required for Sarbanes-Oxley, internal and external audit reviews. I am also responsible for the execution of all vendor consultant contracts, reviewing each vendor contract with our Legal staff and preparing addendums to the contracts as necessary. Handling confidential data is a portion of my daily routine, particularly with other officers of the company including the Chief Financial Officer.

With my experience and education, I am certain I can fulfill the responsibilities of this position while providing a meaningful contribution as a team player. I eagerly look forward to meeting with you in the very near future to discuss this opportunity.

Regards,

Candidate File

Page 10 of 11

Linda Terry-Coutrier

Pasted Resume

Linda Terry-Coutrier
4301 Whispering Hills
Chester, NY 10918-1573
(845) 469-5681 — Home / (917) 833-4577 — Cellular

Experience:

12/2002 — Present Par Pharmaceutical, Inc. Woodcliff Lake, NJ
Industry: Generic Pharmaceutical

Executive Assistant to Chief Information Officer/IS Project Coordinator

Provide administrative support to the Vice President while assisting with the daily management of the division's capital and expense budgets. Arrange both on/off-site reservations with meals and audio-visual needs for training and information symposiums. Responsible for vendor/contractor relations for hardware/software maintenance, licenses, and wireless telecommunications services. Coordinate Sarbanes-Oxley Initiatives with the Chief Financial Officer's staff. Attend and publish the weekly minutes from the Project Management office and BPI meetings. Inform the PMO of any potential "show stoppers" for active capital projects. Achievements:

- ☐ Promoted to Executive Assistant/IS Project Coordinator after demonstrating leadership and project management skills.
- ☐ Trained approximately 50 new employees on the ERP application since its go live July 4, 2004.
- ☐ Assigned as the business owner of the Blackberry Enterprise Server, responsible for Level 2 and Level 3-user support and training.
- ☐ Continuously seeking cost-saving business solutions for wireless devices and consulting services.
- ☐ Creator of the report and databases tracking capital spending for all active projects.
- ☐ Creator, editor, and printer of the company's newsletter.

4/02 — 12/02 IVI International, Inc. White Plains, NY
Industry: Property Management and Consulting

Office Manager

Provided administrative support to the company principals. Supervised the administrative, mailroom and reception staff while coordinating all Payroll and vendor payments. Maintained the office facilities, supplies, security, telephone and voicemail systems, office hardware, and company-wide databases. Supervised all administrative, reception and research staff, ensuring the timely delivery of property reports to clients. Coordinated the travel arrangements, certification course schedules and other training for company principals and project managers. Achievements:

- ☐ Instructed the administrative staff on the advanced functionality of MS Word and Acrobat.

5/96 — 11/01 Goldman Sachs Group New York, NY
Industry: Financial Services

From August, 1999 to November, 2001, as a Senior Business Support Analyst, resolved client connectivity issues and updated staff/client user profiles on the website databases, and reset passwords as required. Fielded staff and client requests to the Helpdesk to higher-level technical staff for resolution. Researched staff and client queries regarding website products and functions, and also provided the status of new access requests. Monitored the queue for new client account requests and researched division management approvals for access for new accounts. Audited the market data service costs monthly, distributing the results to senior management. From May 1996 to August 1999, as a Senior Research Assistant, provided administrative support to sector vice presidents. Assisted in the preparation of documentation, site selection, and scheduling of client field trips. In addition to submitting stock updates daily via First Call, assisting in compiling stock market indices based on daily market activity and monthly sales results for publication of the company's "Retail Monthly Monitor". Achievements:

- ☐ Commenced and completed the first audit of all market data services, resulting in immediate savings of \$324,000.
- ☐ Contributed to the most successful client field trips and events sponsored by the New York Equities Research division.

5/93 — 5/96 Chase Securities, Inc. New York, NY
Industry: Financial Services

Senior Administrative Assistant — Corporate Bond Research

Provided administrative assistance to five analysts and an associate. Submitted and followed up on vendor payment requests. Distributed market announcements daily. Arranged staff relocations and new hire seating; submitted all relevant documentation to Human Resources, maintenance and information systems divisions. Supervised part time and temporary employees regarding daily workflow, special projects, and client events. Arranged delivery/retrieval of research products to/from conference sites. Secured compliance approval for the draft, edit, final proof and distribution of research products. Achievements:

- ☐ Created and maintained client database for research mailings, offers, corporate events and outings for the trading desks, and initiative earning an Employee Achievement award.
- ☐ Assisted in the creation of the template, printing, and frequency schedule of the division's research products with

<https://mh.recruitsoft.com/servlets/art.product.recruiterwebtop.MainOperatorServlet>

2/10/2006

D00995

Candidate File

Page 11 of 11

Compliance, the editor, and the printer.

Software Proficiency/Skills:

MS Office Suite (MS Access, Excel, Outlook, Word, Visio and Powerpoint), Acrobat 5.0, Heat Call Tracking, Blackberry Enterprise Server/Desktop Manager, JDEdwards OneWorld, and very strong reconciliation, communication, and troubleshooting skills.

Education:

Spring 1998 -- Present Fordham University Tarrytown, NY
Major: Information Systems GPA 3.35